

Minutes of the Personnel Committee

Tuesday, July 18, 2006

Chair Paulson called the meeting to order at 1:00 p.m.

Present: Supervisors Duane Paulson (Chair), Tom Schellinger, Fritz Ruf, Pete Gundrum, Bob Thelen, and Rob Hutton. **Absent:** Tom Bullermann

Also Present: Legislative Policy Advisor Dave Krahn, Accounting Services Manager Larry Dahl, Employment Services Manager Sue Zastrow, and Senior Human Resources Analyst Renee Gage. Recorded by Mary Pedersen, County Board Office.

Approve Minutes of 6-20-06

MOTION: Ruf moved, second by Hutton to approve the minutes of June 20th. Motion carried 6-0.

Schedule Next Meeting Dates

August 1st and 15th.

Chair's Executive Committee Report of 7-17-06

Paulson advised of the following items discussed at the last Executive Committee meeting.

- Approved ordinance 161-O-031, also on this agenda.
- Discussed the End User Operations & Technology Fund internal audit. Computer replacement will increase from five years to six and should save \$60,000 a year. The internal audit on procurement card usage will be presented to the Executive Committee in the future.
- Heard a report by UW-Extension staff on the Waukesha County Fair and the 4-H Program.
- Discussed standing committee membership with a 25-member County Board.
- Approved the appointments that were included in the last yellow packet.

Ordinance 161-O-031: Amend The Waukesha County Code To Repeal And Recreate Section 7-95(a)4B Regarding Reimbursement For Out-Of-State Travel

Dahl discussed this ordinance which involves changing the basis for determining the maximum allowable daily lodging reimbursement rate from the index published by Runzheimer International to that used by the State of Wisconsin. Dahl said Runzheimer has become increasingly expensive, from about \$300 annually to about \$1,200 annually, and we can use the State's index for free.

MOTION: Ruf moved, second by Gundrum to approve ordinance 161-O-031. Motion carried 6-0.

Approve Revised Classification Specification for the Pathologist Position

Zastrow and Gage were present to discuss this item. Paulson said the County Board recently defeated a \$5,000 signing bonus that had been proposed by Administration in order to attract a candidate to fill the pathologist position in the Medical Examiner's Office. Zastrow said there are not many pathologists in the Country. We did raise the salary for this position last year and

the position is still vacant. Currently, the class spec states that candidates must be certified in forensic pathology by the American Board of Pathologists. There are some potential applicants and one in particular (although this person is no longer a candidate) had excellent credentials but was not board certified. Staff are recommending changing the class spec whereby it states that candidates would need to become board certified within two years of employment. Zastrow said this would broaden the pool of applicants. To answer Thelen's question, Zastrow said if the chosen candidate was not board certified, they would be hired at the bottom of the pay range. To answer Schellinger's question, Zastrow indicated the salary range runs from \$119,567 to \$161,415. Ideally, we're looking for someone who is board certified.

MOTION: Thelen moved, second by Hutton to approve the revision to the class spec for the pathologist position as presented. Motion carried 6-0.

Closed Session

MOTION: Gundrum moved, second by Hutton to go into closed session at 1:25 p.m. in accordance with Section 19.85 (1)(e) Wis. Stats. for the purpose of discussing collective bargaining issues, and to approve the closed session minutes of previous meeting(s). Motion carried 6-0.

MOTION: Thelen moved, second by Schellinger to return to open session at 2:05 p.m. Motion carried 6-0.

MOTION: Gundrum moved, second by Hutton to adjourn at 2:05 p.m. Motion carried 6-0.

Respectfully submitted,

Approved on: _____

Robert G. Thelen II
Secretary